



Council report

Meeting date:	June 1, 2021
Title:	Fees and charges bylaw update
Prepared by:	Kerri Mighton, director of finance/treasurer
Reviewed by:	Laura Johnston, CAO/deputy clerk

Recommendation

That council receives the fees and charges update report for information; and that council approves the updated fees and charges in the bylaw portion of the agenda.

Executive summary

Departments have reviewed and updated the various fees and charges for council approval.

Background and discussion

Below is a highlight of the recommended changes being made to the various fees and charges for the municipality. New fees are indicated with an asterisk (*).

	Existing Rate	Proposed Rate
<u>General Administration</u>		
NSF/returned cheque fee	\$30.00	\$35.00
Request for information (not FOI) – manually searching	*	\$25.00 per ½ hr
<u>Licensing</u>		
Marriage License	\$100.00	\$125.00
<u>Animal Control</u>		
Reclamation fee – licensed dog	\$50.00	\$70.00
Reclamation fee – unlicensed dog	\$50.00	\$70.00 plus dog tag
<u>Planning</u>		
Zoning compliance letter	\$50.00	\$80.00
Zoning bylaw amendment (minor)	\$1,000.00	\$1,200.00
Zoning bylaw amendment (major)	\$1,000.00	\$2,000.00
Temporary zoning bylaw	*	\$1,100.00
Removal of holding provision	\$500.00	\$550.00
Official plan amendment	\$1,000.00	\$1,500.00



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	Existing Rate	Proposed Rate
Combined zoning bylaw and official plan (minor)	\$1,800.00	\$2,200.00
Combined zoning bylaw and official plan (major)	\$1,800.00	\$2,500.00
Minor variance	\$600.00	\$750.00
Severance (includes septic comments)	\$900.00	\$1,100.00
Severance (w/o septic comments)	\$800.00	\$950.00
Severance deed stamp	\$200.00	\$300.00
Site plan application administration fee	*	\$1,300.00
Validation order under Section 57 of the Planning Act	\$800.00	\$900.00
Plan of subdivision agreement administration fee	*	\$1,000.00
Plan lot control application	*	\$500.00
Deeming bylaw	*	\$550.00
Title search fee	*	\$250.00
MDS calculations (if required)	*	\$250.00
Request for appearance at LPAT (contingency fee)	*	\$5,000.00
Copy of West Grey comprehensive zoning bylaw	\$100.00	\$150.00
Copy of official plan	\$85.00	\$100.00
<u>Recreation</u>		
Durham, Normanby or Neustadt Community Hall		
Standard church service/service club meeting (5hr max)	*	\$100.00 per rental
Durham Town Hall, Normanby Centennial Hall		
Standard church service/service club meeting (5hr max)	*	\$61.00 per rental
Organized event outdoor movie equipment	*	\$500.00 per rental plus associated staff costs
Rental insurance (room/non-contact rentals)	*	as per rate guide
Ball Diamond pavilion/patio rental	*	\$50.00 per rental
Park rental (greenspace)	*	\$35.00 per rental
Aquatics – Parent and Tot and Preschool A-C	\$60.00	\$65.00
Aquatics – Preschool D-E and Swimmer 1-2	\$65.00	\$70.00
Aquatics – Swimmer 3-4	\$70.00	\$75.00
Aquatics – Swimmer 5-9	\$75.00	\$80.00
Private swim lessons	\$100.00	\$130.00
Semi-private swim lessons	\$70.00	\$90.00
ET camp rate (full week minimum registration)	*	\$10.00 per day
ET extended care rate (full week minimum registration)	*	\$10.00 per day
<u>Fire</u>		
Wild land fires through carelessness 1 st hour per unit	\$450.00	current MTO rate
Non-residential car fires and motor vehicle collisions to the at fault driver's insurance co. (per hour per unit)	\$450.00	current MTO rate
Burn Permits per year	\$200.00	\$220.00



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Legal and legislated requirements

Municipal Act

Financial and resource implications

Increased revenues should be realized.

Staffing implications

None.

Consultation

All departments.

Alignment to strategic vision plan

Pillar: build a better future

Goal: vibrant community

Strategy: be responsible stewards of the tax dollars

Attachments

None.

Next steps

New fees and charges will be implemented upon passage of the bylaw.

Respectfully submitted:

Kerri Mighton, CPA, CGA
Director of Finance/Treasurer